



**DEPARTMENT OF THE ARMY
27TH TRANSPORTATION BATTALION (MC)
APO AE 09096**

REPLY TO
ATTENTION OF

AETV-SCS-MC

9 September 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Battalion Policy Letter # 10: Enlisted Waiver Allocations

1. **Purpose.** This policy letter provides guidance for the evaluation and selection of personnel for waiver allocations from PVT to SPC within the Battalion.
2. **Intent.** In order to ensure that quality enlisted Soldiers are selected to fulfill positions of greater responsibility within the battalion, waiver allocations for the ranks of Private (PVT), through the rank of Specialist (SPC), will be based on performance and the total soldier. Through this evaluation method Soldiers within the Battalion will ensure success based on merit and foster a better Equal Opportunity climate accessible to all soldiers. This process will select motivated soldiers who give their very best in the pursuit of excellence through the following system:
 - a. Personnel on the Promotion Roster (CO1) who have not yet reached the authorized Time in Grade (TIG) and Time in Service (TIS) will compete monthly for promotion waivers. Soldiers within this category who are currently Barred from Reenlistment or have an administrative Flag in place during the selection process are ineligible to compete for waiver. In addition, Soldiers who have surpassed their reenlistment window will not be considered for waiver, but remain qualified for promotion to the next higher grade once they meet the mandated TIG and TIS requirements.
 - b. Personnel listed on the promotion roster will be evaluated against their peers based on The Total Soldier as indicated by the Waiver Point Worksheet (see enclosure #1), and by the Performance Evaluation Counseling (see enclosure #2). Soldiers in each grade category with the most points regardless of unit will be granted the appropriate waiver for promotion.

AETV-SCS-MC (Continuation)

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3. Battalion Waiver Process:

a. **S-1:** The Battalion S-1 will consolidate all active duty units within this Battalion under one UIC to determine waiver allotments. S-1 will determine Battalion waiver allotments for each grade and submit waiver allotments to the Battalion Command Sergeant Major for review. NOTE: Reserve/National Guard units will continue using the NG/AR promotion system separate from the Active Duty Promotion System.

c. **Unit 1SG:** Fill out enclosures #1 and #2 on each Soldier's in contention for waiver and submit a memorandum for record reflecting their Soldiers total points to the Battalion Command Sergeant Major by the 1st of each month. (No points will be added after submission – Points will be added to the next memorandum submission for the next month).

d. **Battalion Command Sergeant Major:** Create monthly excel spreadsheet (one per grade of rank – PVT through SPC), into one document used to determine waiver selection. Conduct review with all 1SG's and make recommendations to the Battalion Commander based on merit.

4. Concept. This selection standard will be implemented within the Battalion to ensure the fair and equal treatment of our junior enlisted soldiers are paramount when it comes to selecting soldiers for promotion without the mandated TIS / TIG requirements. By continuous assessment, this process will monitor our soldier's commitment to the Total Soldier Concept as they prepare to meet the challenges as imposed by their selection to the next higher grade.

5. POC : CSM

WAYNE L. STULTZ
LTC, TC
Commanding

CF:
CDR, HHC
CDR, 619th MCT
CDR, 626th MCT
CDR, 627th MCT
CDR, 633rd DET
CDR, 634th DET
CDR, 635th MRD